

eSMR² User Group Meeting

Date: March 12, 2008

Time: 10am-3pm

Room: [Yuba City WTF, 302 Burns Drive, Yuba City, CA](#)

Special Instructions: Call administration office front desk 530-822-4639 for directions questions.

Teleconferencing Number: 916-262-2271

WebEx Session Name: eSMR User Group

WebEx Password: water24

WebEx URL: <http://waterboards.webex.com/waterboards>

Item	Description	Purpose	Time	Lead
1	Meeting Items	<ul style="list-style-type: none">▪ Introductions▪ Review agenda▪ Past Action Items	10-1005	All
2	Detailed eSMR Flowchart	<ul style="list-style-type: none">▪ Review process	1005-1030	Don Swiden
3	eSMR ^{2.5}	<ul style="list-style-type: none">▪ Discover DMR Process▪ Document Requirements	1030-1145	All
Lunch			1145-1	All
4	Outreach and Training	<ul style="list-style-type: none">▪ Decide on Approach	1-145	Rassam Zarghami
5	Additional Items	<ul style="list-style-type: none">▪ As Needed	145-245	All
6	Summary	<ul style="list-style-type: none">▪ New action items	245-3	All

Past Action Items:

Item #	Who	Action Item	Status/Notes
1	Darrin/Russ	Coding Process	Decide on policy of electronic submission process. Decide if submission is required in both electronic and paper format. DECISION MADE. LEFT UP TO REGIONAL BOARD.
2	Don/All	DDLs	Review drop-down values used for electronic coding process and determine if there are any missing or no longer valid.
3	Ron/Don	Discharger Submission	Review Mantis issues related to “discharger screen”, “error check”, and “CDF Tool”.
4	Don	Accelerated Monitoring	New. Discuss with Russ/Susan/Dan (1) interpretation, (2) how to handle, (3) develop a use case testing scenario to ensure system accommodates requirements.
5	Ron	Level 3 Process Flow	Develop level 3 process flow document.
6	Ron	Level 2 Requirements Document	Finalize level 2 requirements document.
7	Rassam/Ron	Alpha/Beta Testing	Coordinate alpha and beta testing groups.
8	Darrin	UPEPA Upload	Policy on data transfer to USEPA.